

MEMORANDUM FOR: Director of Personnel

FROM :
Deputy Director of Personnel
for Plans and Control

SUBJECT : Report of Assistance Type Activities

REFERENCE : Memo for DDA Office Heads fr EO/DDA dtd 9 Feb 77,
subj: Recommendation of the Inspector General
Survey of the Directorate of Administration

In response to reference, listed below are the common types of assistance activity in Plans and Control for which there is "precedent as to legality and propriety."

PMCD Routinely initiates and maintains contacts with CSC and other government departments and agencies for the purpose of exchanging information on position classification.

N.B. This activity was approved by the ADDA on 22 Oct 76 after a 19 Oct 76 review by the OGC.

TRB Routinely contacts other government agencies to verify employment references. STATINTL

N.B. This activity was construed as within the exclusions of Annex E(1) and was not made a matter of report to the DIA.

STATINTL

